

# **Dual Enrollment Request Form**

For a list of all dual enrollment courses offered, consult your high school counselor. For concurrent courses, consult the Lander University Course Catalog and course list at www.lander.edu/catalog. Please note that requests for concurrent courses must be approved through the University before a student will be enrolled in the course.

Student Name:  Personal Email Address:  Upcoming Classification: JR or SR		Date of Birth:/					
				Semester Requesting D	ual Enrollment: Fall (August-Decen	nber) 20 or Spring (January-A	pril) 20
				Course Abbreviation/Title (Ex. ENGL 101)	Preferred Days/Times/Blocks (Ex. MWF 8-9)	Online or Traditional/On-Campus	CRN (For DE Office)
<ul> <li>all signatures have been collected.</li> <li>We are requesting permission for thi</li> <li>• The grade earned in these c</li> <li>• The student is required to b</li> <li>• payment.</li> <li>• The student gives the high s</li> </ul>	s student to pursue Dual/Concurrent E ourses will become part of both the stu uy textbooks and supplies for these co school permission to release test scores niversity permission to share informat	ne. The student will not be accepted into concollent at Lander University and und adent's high school and college transcrip curses, as well as meet all deadlines for r s, transcripts, and immunization records tion with the high school and student's g	erstand that: ts. egistration and tuition to Lander University.				
Student Signature	Date	Parent/Guardian Signature	Date				
High School Counselor Print	Date	High School Counselor Signature	Date				
TO BE C	OMPLETED BY OFFICE OF DUA	L ENROLLMENT IN PROCESSING	1				
Processed By		Date					

Questions? Visit www.lander.edu/DE or contact the Office of Dual Enrollment at (864)-388-8802 or email bbrissey@lander.edu

## LANDER UNIVERSITY DUAL ENROLLMENT

#### **Qualifying Students**

- · Must be a rising high school Junior or Senior
- Must have a minimum weighted GPA of 3.25

#### **Admissions Checklist**

- · Apply to Lander as a Non-Degree Seeking Student
  - · Dual Enrollment students are required to submit a new application every academic year they plan to enroll in courses.
- · Submit a current official high school transcript
  - · With each application, Dual Enrollment students must submit an updated high school transcript.
- · Submit immunization records
  - Dual Enrollment students taking courses on Lander's campus must submit a copy of their immunization records only required with initial application.
- · Submit Dual Enrollment request form
  - Dual Enrollment request form must be completed for each semester a student plans to enroll in courses.
  - Form must be signed by student, parent/guardian, and high school counselor/administrative official before processing.

#### **Selecting Courses**

- · Students should consider what colleges they are interested in attending.
- Research programs of study at institutions of interest and review program requirements.
- · Use resources like www.sctrac.org to determine what courses from Lander may transfer to the institution of interest.
- · Confer with high school counselor to decide what courses will assist with earning required high school credits.
- Visit www.lander.edu and navigate to Academics -> Search For Courses to determine what courses Lander is offering for the
  desired semester of enrollment.
- Include all relevant information regarding courses on the Dual Enrollment request form.

### **Registering for Courses**

- Admissions checklist must be complete prior to enrolling in courses.
- · Students can request to meet with the Director of Dual Enrollment to confirm specific course dates and times.
- · Once admitted and processed, the Office of Dual Enrollment will enroll students in their Lander coursework.
- · Course schedules can be updated and changed up until the first Friday that Lander courses begin for the desired semester.
- Students can withdraw from Lander courses and receive a grade of "W" on their Lander transcript, however they should confer with their high school counselor on the impact to their high school transcript and GPA. In some cases, the student may receive a grade of "WF" on their high school transcript, thus impacting their high school GPA and potential scholarship eligibility.

#### **Additional Dual Enrollment Information**

- SAT and ACT scores are NOT required for the 2024-2025 academic year.
- Lander Dual Enrollment courses are free up to six (6) credit hours for the Fall and Spring semester only. Additional hours over six (6) credit hours in the Fall and Spring semesters are \$100 per credit hour.
- Lab science courses require a lab fee and are the responsbility of the student.
- Cost of required textbooks/materials is the responsibility of the student.
- Dual Enrollment students have access to Lander resources like FREE tutoring and academic coaching in the Student Success Center, counseling and health services in the Wellness Center, etc.
- Students must request that an official transcript is sent from Lander to expected college of attendance after courses are complete
  through the Registrar's Office.

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